



## **Communique**

### **Child and Adolescent Health Service**

This communique highlights key discussions from the Board's November 2019 meeting as well as other important information.

### **November 2019 Board Meeting**

The tenth Board Meeting for 2019 was held on 22 November 2019 at the Perth Children's Hospital (PCH).

#### **Patient Experience**

The Board discussed a Ministerial complaint and noted the patient experience and the CAHS' response.

The Board received reports from its four Standing Committees as follows:

#### **Safety and Quality**

- The Board noted that the CAHS Restraint of Patients/Clients Policy has been referred back to the Executive by the Committee for further refinement, including combining all CAHS policies relating to restraint; and developing a plain English version of the policy for patients.
- The Board noted the Committee's recommendation for more oversight by pharmacy across community sites. The Board provided feedback on the National Safety and Quality Health Service Standards mapping of evidence against the User Guide for Governing Bodies.
- The Board provided feedback on the inaugural CAHS Clinical Governance Framework.

#### **Finance**

- The Board noted the finance report to 31 October 2019.
- The Board endorsed the CAHS Strategic Asset Plan, with some amendments.
- The Board endorsed the write-off of TOIL balances of former employees owing under \$2000.
- The Board resolved to execute the Lease of Units 1 and 5, 213 Balcatta Road, Balcatta (Auspman Drug Production and Warehouse).
- The Board approved a number of requests for the release of information by way of Section 28 of the *Freedom of Information Act 1992 (WA)*.

#### **Audit and Risk**

- The Board noted the recommendations from the 6 November 2019 meeting:
  - that oversight of cyber security is the responsibility of the Audit and Risk Committee who will report regularly to the Board;
  - the Integrity and Ethics Dashboard, noting the desire to integrate intermediate and long term metrics, which will provide more meaningful information over time;

- that the Audit and Risk Committee will monitor all recommendations from internal audits and not allocate them to other committees;
- that inconsistent leadership in the Medical Services area for the Open Disclosure audit actions had been a challenge, and that traction will be gained when the new Executive Director Medical Services starts at the end of November. It was noted that the audit actions will be handed to the new Executive Director Medical Services; and
- that the Chief Executive will meet with the Chair of Safety and Quality Committee to review methodology of audit/review currently in the Safety and Quality space.

### **People, Capability and Culture Committee**

- The Board noted that the People, Capability and Culture Committee agreed that:
  - work would continue on: identifying an appropriate tool for measuring staff engagement requiring the shortest amount of employee time investment, and identifying the key issues/drivers in measuring staff satisfaction;
  - the Executive Director Nursing will report to the Board on the top five key issues/drivers in measuring staff satisfaction, utilising all surveys to date;
  - the Director Workforce will provide regular updates in regards to actions taken as a result of the Ministers Survey.

### **Clinical Advisory Group**

- The Board noted the actions and requests from the 14 November 2019 meeting.
- The Board agreed to amend the Clinical Advisory Group's terms of reference to include increased non-clinical representation.
- The Board approved the circulation of an advertisement for a replacement on the Clinical Advisory Group which had been created with the retirement of Helen Austin, one of the community health representatives.
- The Chief Executive, Board Chair and Executive Director Nursing are attending the January meeting of the Group.

### **Aboriginal Health**

The Board noted that a Reconciliation Action Plan Working Group is being convened.

### **Board evaluation**

The Board received a report on its recent self-evaluation from consultants Dee Roche and Katy Tindall. A summary of this will be provided in the December Communique.

### **Presentations**

#### *Under Treasurer*

The Board discussed matters including the funding of community services, mental health services, and early intervention with the Under Treasurer, Executive Director, Performance and Evaluation, Department of Treasury, and Assistant Director General, Department of Health.

*Australian Medical Association (AMA)*

The Board discussed the AMA's role with Dr Andrew Miller, President, and Dr Bennie Ng, Chief Executive Officer, and its relationship with CAHS.

**WA Health Excellence Awards**

The Board welcomed the CAHS winners and finalists to morning tea to celebrate their achievements.

**Reflecting on Values**

The Board reflected on the values informing decision-making in the meeting.

**Next Meeting**

The Board will meet again on Friday 20 December 2019.

Debbie Karasinski AM  
Board Chair  
Child and Adolescent Health Service  
27 November 2019